



IOWA TELECOMMUNICATIONS AND TECHNOLOGY COMMISSION

Richard L. Bruner
CHAIR

Kathleen Kohorst
Kelly Dolan Lange

Timothy L. Lapointe
Mary Sellers

Mary Mosiman
Robert von Wolffradt

RIC LUMBARD, EXECUTIVE DIRECTOR

GOVERNOR TERRY E. BRANSTAD LIEUTENANT GOVERNOR KIM REYNOLDS

Iowa Telecommunications & Technology Commission

Grimes State Office Building, 1st Floor

400 E. 14th Street, Des Moines, IA 50319

June 15, 2016

To ensure the most efficient use of State resources, the June 15, 2016 ITTC meeting was held via telephonic conference pursuant to Iowa Code section 21.8. A telephonic conference also ensured more Commissioners were able to participate in the meeting and reduced the risk of delays caused by weather or other impediments to travel. The meeting was accessible to members of the public through attendance via phone bridge.

I. Roll Call:

- **Commissioners Present:**

Richard Bruner, Chair (on-site)
Kelly Dolan Lange, Member (phone)
Mary Sellers, Member (phone)
Timothy Lapointe, Member (phone)
Kathleen Kohorst, Member (on-site)

- **Commissioners Absent:**

Mary Mosiman, Ex-Officio
Robert von Wolffradt, Ex-Officio

- **Iowa Communications Network Staff Present:**

Ric Lumbard, Executive Director
Mark Johnson, Chief Administration Officer
Deb Evans, Chief Financial Officer
Philip Groner, Chief Operating Officer
Jessica Jensen, Executive Administrator (Recorder/Minutes)
Scott Pappan, Engineering Bureau Manager
Mike Cruise, Finance Bureau Manager
Ryan Mulhall, Security Bureau Manager
Dave Marley, Operations Bureau Manager
Lori Larsen, Communications Lead

- **Guests:**

Jennifer Acton, LSA

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Grimes State Office Building, 400 E. 14th Street, Des Moines, IA 50319 Phone: 515-725-4692 Fax: 515-725-4727 www.icn.iowa.gov



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II. Call to Order

- Chair Bruner called the meeting to order at 10:30 a.m. It was noted that a quorum of members were present for the meeting.

III. Approval of May 19, 2016 Meeting Minutes

- Chair Bruner requested a motion to approve the May 19, 2016 Meeting Minutes. Commissioner Kohorst moved to approve the minutes. Commissioner Lapointe seconded the motion. The motion passed unanimously.

Commissioner Kohorst – Yes
Commissioner Lange – Yes
Commissioner Lapointe – Yes
Commissioner Sellers – Yes
Commissioner Bruner – Yes

IV. Old Business:

- FirstNet Update – Ric Lumbard**

With the collaboration of the ICN, the Department of Public Safety, (DPS) and the Interoperable Communications System Board (ISICSB), ICN is now able to provide professional services for the FirstNet Project. ICN has formalized the partnership with a Memorandum of Understanding (MOU). DPS receives funding to support the FirstNet Project through the State and Local Implementation Grant Program (SLIGP). All aspects of the FirstNet Project are funded through this grant which was specifically designed to assist regional, state, local, and tribal government entities as they plan for a nationwide public safety broadband network.

The ICN has also partnered with DPS for the Land Mobile Radio Network (LMR) project, and has formalized that with an MOU. Since November the ICN has been providing project management and technical services. This will be done in two phases. The first phase is to be completed for the National Governors Association's (NGA) summer

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meeting that Iowa will host on July 14-17. The LMR Network will not be fully deployed state-wide, but DPS will be able to provide services in specified areas.

The last partnership agreement with DPS is a 28D agreement that allows Helen Troyanovich to operate as the Deputy SWIC (Statewide Interoperability Coordinator).

The FirstNet Request for Proposal (RFP) closed May 31, and they are now in the evaluation process. Due to federal procurement law, FirstNet will not be able to discuss the process while going through the evaluation. Stakeholders anticipate that an award could be made as early as November, 2016.

Iowa was asked to host a regional FirstNet Quality of Service Priority and Preemption (QPP) Summit. FirstNet has done an excellent job in asking the states what they would like to see with the finished network. The collaboration with FirstNet has been meaningful and consistent over time as they partner with the states.

The 3rd Public Private Partnership (PPP) Summit is scheduled for August 25, 2016 at the Grimes Building. Four standard panelists have been secured and a couple private sector leaders have been asked to provide input regarding the panel discussion.

COMMENTS:

Bruner: Do you have an idea of when the prime [FirstNet contract vendor] will be awarded?

Lumbard: I believe it will be based on whether or not it is appealed. That would be the one thing that could hold up the process.

Bruner: Do we need to wait for the appeals to be finished before FirstNet announces the prime?

Lumbard: It would be based on the type of appeal and how much appeal. If it is clear, then they would move forward. If it is more complicated, that would make the process longer.

Bruner: Do you have any idea of how many states may not go along with FirstNet?

Lumbard: There have been a few states that are not in agreement with the process. The Federal law says that every state will have this network which results in varying degrees of participation and engagement.

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V. New Business

• Fiscal Flip – Ric Lumbard

In a vision run organization, leadership needs to be able to re-evaluate what the agency is doing each year and set the course for the upcoming fiscal year. This process begins in May with Business Services since that is where the cash flow is generated for the ICN to operate. An industry professional was brought in and asked if ICN is providing our customers the best value in terms of service type products. This process will take place each May.

In June, a Strategic Planning session was held with the ICN Leadership Team, where the entire organization was reviewed in depth. Director Lumbard chaired the meeting and allowed the leadership team to make the decisions. The business that was conducted will be presented at the All Staff meeting in July.

To complete the Fiscal Flip, ICN will host the ICN InterConNext Summit in August, which will inform the public and the stakeholders what the ICN will be offering in the upcoming year.

COMMENTS:

Bruner: I want to thank you for doing this process and the Commission is looking forward to seeing the results.

• Finance Update – Mike Cruise

MAY FINANCIALS

- Budget to Actual Lead Schedule:
 - Cash from Operations after equipment expenditures of \$57,345, that gave a YTD total of \$2.9M
 - Revenues are up 3.8%
 - Direct expense -2.9% below
 - Indirect expense -5.4% below
 - Gross Margin is still at \$2.2M for the month for the YTD total.
 - Contracted personnel expenses are about \$700,000 under budget simply because ICN hasn't contracted for those services that were budgeted.
 - Non-appropriated equipment expenditures are \$800,000 below budget for operations due to the above reasons for the year. Margin percentage is 74.1%.

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- Fiscal Year (FY) 17 Budget is almost completed; however it is not in a presentable format yet, due to the billing system changes that are going to be implemented.

- **Waiver Requests (Action): Indian Hills Community College and AEA 267– Deb Evans**

The first waiver is from Indian Hills (IHCC) for a 1G circuit. Currently the ICN does not provide services to them. The vendor that would provide this circuit to IHCC would charge significantly less than what ICN would charge for 1G.

The second waiver is from AEA 267 for long-distance and toll-free services. By approving this waiver, it will allow ICN to disconnect a few network circuits.

- Chair Bruner requested a motion to approve the Indian Hills Community College and AEA 267 Waivers. Commissioner Lapointe moved to approve the waivers. Commissioner Kohorst seconded the motion. The motion passed unanimously.

Commissioner Kohorst – Yes
Commissioner Lange – Yes
Commissioner Lapointe – Yes
Commissioner Sellers – Yes
Commissioner Bruner – Yes

VI. Other Business

None

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VII. Adjournment

Commissioner Kohorst moved that the meeting be adjourned. The ITTC meeting adjourned at 11:14 a.m.

ATTESTED TO:

Richard Bruner, Chair, Iowa Telecommunications and Technology Commission

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